

GOVERNMENT OF PAKISTAN
PLANNING & DEVELOPMENT DIVISION
(Project on Vision 2030 for Pakistan)
P-Block, Pak Secretariat, Islamabad

JOB OPPORTUNITY

Applications are invited from Pakistani citizens for appointment against following vacancy in the project titled 'Establishment of a Nucleus for Preparation of Vision 2030 for Pakistan and MTDFs in Planning and Development Division, Islamabad' on contract basis.

The required educational qualification and experience are given below:

S. No.	Name of Post	No. of Posts	Required Qualification and Experience	Monthly Pay	Place of Appointment
1.	Admin Assistant	1	Qualification: <ul style="list-style-type: none">• Graduate from HEC recognized University• Preference will be given to candidate with higher qualifications. Experience: <p>Experience in Administration of a Public Sector Organization</p> Job Description: <ul style="list-style-type: none">• To assist Admin Officer• Maintenance of record• Procurement of equipments/ stationary etc. Age Limit: <p>35 years</p>	Rs.20,000/- (all inclusive)	Islamabad

Terms and Conditions

- i) Appointment will be purely on contract basis for a period upto **30-6-2012** extendable subject to extension of the project. The appointment will be made on open merit basis
- ii) Only short listed candidates will be called for test/interview.
- iii) No TA/DA will be admissible.
- iv) Applications with latest photograph, complete CV and attested photocopies of educational testimonials and National Identity Card should reach the undersigned within fifteen days from the date of publication of this advertisement.
- v) Applicants already in government service should apply through proper channel.
- vi) Applications received after due date will not be considered.

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